Lawrence, Kansas

REGULATORY BASIS FINANCIAL STATEMENTS For the year ended December 31, 2017

And

INDEPENDENT AUDITORS' REPORT



# Karlin & Long, LLC Certified Public Accountants

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Lawrence, Kansas

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# Karlin & Long, LLC Certified Public Accountants

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Douglas County Rural Water District No. 1 Lawrence, Kansas 66049

We have audited the accompanying fund Summary of Regulatory Basis Receipts, Expenditures, and Unencumbered Cash of the Douglas County Rural Water District No. 1, Lawrence Kansas ("District") as of and for the year ended December 31, 2017, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1 to meet the financial reporting requirements of the State of Kansas. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the *Kansas Municipal Audit and Accounting Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the District to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the District as of December 31, 2017, or changes in financial position and cash flows thereof for the year then ended.

### Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the District as of December 31, 2017, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide described in Note 1.

### Report on Supplementary Information

Our audit was conducted for the purpose of forming opinion on the fund Summary Statement of Regulatory Basis Receipts, Expenditures, and Unencumbered Cash (basic financial statement) as a whole. Schedules 1 through 9 as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statement. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or

to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

Karlin & Long, LLC

Certified Public Accountants

Kala & Lang, He

Lawrence, KS

February 19, 2018

DOUGLAS COUNTY RURAL WATER DISTRICT NO.1

Summary Statement of Receipts, Expenditures and Unencumbered Cash Regulatory Basis For the Year Ended December 31, 2017

Ending Cash Balance	\$ 1,249,641	0 \$ 1,249,641	\$ 162,781 100 1,086,760 \$ 1,249,641
Add Outstanding Encumbrances and Accounts Payable	-		its posit intity
Ending Unencumbered Cash Balance	331,175 \$ 1,249,641	331,175 \$ 1,249,641 \$	Checking Accounts Petty Cash Certificates of Deposit Total Reporting Entity
Expenditures		331,175	
Cash Receipts	419,373	419,373 \$	
Prior Year Cancelled Encumbrances	\$	\$ 0	
Beginning Unencumbered Cash Balance	\$ 1,161,443 \$	\$ 1,161,443	
Funds Proprietary Type Funds	Water Utility	Total Reporting Entity	Composition of Cash

The notes to the financial statements are an integral part of this statement.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### **NOTE 1 – Summary of Significant Accounting Policies**

### Financial Reporting Entity

The Douglas County Rural Water District No. 1 (the District) is a water utility that provides service to 407 customers as of December 31, 2017. The District was organized as a quasi-municipal corporation to acquire water and water rights and to build and acquire pipelines for the purpose of furnishing water to owners and occupants of land located within the District.

The following types of funds comprise the financial activities of the District for the year of 2017:

### **Regulatory Basis Fund Types**

<u>Business Funds</u> – funds financed in whole or in part by fees charged to users of the goods or services (i.e. water fund, sewer fund, etc.).

# Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The Kansas Municipal Audit and Accounting Guide (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis revenues and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The municipality has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the municipality to use the regulatory basis of accounting.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### NOTE 1 – Summary of Significant Accounting Policies (Continued)

### **Departure from Generally Accepted Accounting Principles (GAAP)**

The basis of accounting described above results in a financial statement presentation which shows regulatory receipts, expenditures, cash and unencumbered cash balances. Balance sheets that would have shown noncash assets such as receivables, inventories, and prepaid expenses, liabilities such as deferred revenues and principal and interest payable, and reservations of fund balance are not presented.

Under the regulatory basis of accounting, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year-end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with United States generally accepted accounting principles. Capital assets that account for the land, buildings, and equipment owned by the District are not presented in the financial statements.

### **Inventories and Prepaid Expenses**

Inventories and prepaid expenses which benefit future periods are recorded as expenditures.

### **Use of Estimates**

The preparation of modified cash basis financial statements (see the supplemental information on schedules 1 through 6) requires management to make estimates and assumptions that affect certain reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

### Cash and Cash Equivalents

For purposes of the statements of cash flows and summary of cash balances, (see the supplemental information on schedules 1 through 6) cash and cash equivalents are defined as demand deposits and certificates of deposit at banks with maturities of three months or less.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### NOTE 1 – Summary of Significant Accounting Policies (Continued)

### **Memberships**

The District adds the cost of purchasing a benefit unit directly to district equity rather than recognizing those sums as revenues.

### **Property and Equipment**

Property and equipment are recorded at cost (see the supplemental information on schedules 1 through 6). Improvements and betterments to existing property and equipment are capitalized. Expenditures for maintenance and repairs which do not extend the life of the applicable assets are charged to expense as incurred. Depreciation is computed using straight line and declining balance methods over the estimated useful life of the asset. Depreciation expense totaled \$9,996 and \$9,984 for the years ended December 31, 2017 and 2016, respectively.

### **Income Taxes**

In prior years, it has been held that the District is exempt from income taxes under Section 115 of the Internal Revenue Code both because it is a public utility under Section 247 and because it is a political subdivision of the State of Kansas (K.S.A. 82a-601,et.seq.).

The District's payroll tax returns for the years ending 2017, 2016, and 2015 are subject to examination by the IRS, generally for three years after they were filed.

In a 1992 published Internal Revenue Service opinion, it was determined that Kansas rural water districts do not qualify as political subdivisions for the purposes of the exemption from payment of FUTA. No claim has been asserted against the District for this tax, nor is the amount of any such claim determinable at this time. Kansas law has been changed, effective March 20, 1992, the result of which causes rural water districts to again qualify as a political subdivision for the purpose of the exemption for payment of FUTA. We are unable to determine at this time whether or not a claim will ultimately be asserted against the District, the likelihood that it would ultimately be held liable for that claim, or the ultimate amount of that claim, if assessed. Consequently, no additional liabilities relating to a possible claim have been recognized.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### NOTE 2 – Deposits and Investments

### **Deposits**

K.S.A. 9-1401 establishes the depositories which may be used by the District. The statute requires banks eligible to hold the District's funds have a main or branch bank in the county in which the District is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The District has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the District's investments of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The District has no investment policy that would further limit its investment choices.

### **Concentration of Credit Risk**

State statutes place no limit on the amount the District may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405.

### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require the District's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka.

At December 31, 2017, the District's carrying amount of deposits, including certificates of deposit, was \$1,249,641 and the bank balance was \$1,249,672 of which \$162,813 was covered by FDIC insurance. The balance of \$1,086,760 is held in an investment account of a commercial institution is not secured by FDIC insurance.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### NOTE 2 – Deposits and Investments (continued)

### **Custodial Credit Risk – Investments**

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

### NOTE 3 - Risk Management

The District is exposed to various risks of loss related to limited torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from prior years and settlements have not exceeded coverage in the past three years.

### **NOTE 4 – Compliance with Kansas Statutes**

We noted no violations of Kansas statutes during the period under examination other than the custodial credit risk noted above.

### **NOTE 5 – Water Contract**

In 1977, the District entered into a 40-year contract for treatment of water from the City of Lawrence, Kansas. The District purchases water from the City of Lawrence at the rate of \$ 3.83 per thousand gallons.

### **NOTE 6 – Compensated Absences**

The District pays vacation time of up to 12 days a year for employees who have worked less than 5 years. For employees who have worked more than 5 years but less than 10 years, the District will pay for 15 days of vacation. For employees who have worked more than 10 years, the District will pay for 18 days of vacation. There is no accumulation of vacation days from one year to the next. Those days not taken by the end of the year are paid prior to January 1 of the following year. The Board of Directors may, at its discretion, allow an employee to carry up to 5 days of vacation over to the next calendar year. The district allows employees sick leave at the rate of one day per month following the commencement of their employment. Sick leave may be accumulated to a maximum of 90 days. Upon separation from the District the employee is not paid for unused accumulated sick leave.

Lawrence, Kansas

### NOTES TO FINANCIAL STATEMENTS

### **NOTE** 7 – Concentration of Suppliers

The District acquires 100% of its water supply from the City of Lawrence. There are no other suppliers of water available for the District.

### **NOTE 8 – Concentration of Credit Risk**

The District currently has all of its certificates of deposit and demand deposits with two financial institutions in Lawrence, Kansas banks. This is a concentration of credit risk related to deposits.

### **NOTE 9 – Employment Benefits**

The District provides medical insurance if the employee so desires. Health insurance for dependents is not paid by the District.

The District contributes to a retirement account established for each employee. The amount contributed and the basis on which contributions are made are determined annually by the Board and shall be in compliance with all federal and state laws. The expense of the district for retirement benefits was \$8,566

### **NOTE 10 – Other Post Employment Benefits**

As provided by K.S.A. 12-5040, the local government allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the local government is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in these statements.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the government makes health care available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured. There is no cost to the government under this program.

### **NOTE 11 – Subsequent Events**

Subsequent events for management's review have been evaluated through February 19, 2018. The date in the prior sentence is the date the financial statements were available to be issued.

Douglas Rural Water District No. 1

Regulatory-Required

Supplementary Information

For the year ended December 31, 2017

DOUGLAS COUNTY RURAL WATER DISTRICT NO.1

# Summary Statement of Receipts, Expenditures and Unencumbered Cash Summary of Expenditures - Actual and Budget

For the year ended December 31, 2017

			Adjustments for	Total	Expenditures	Variance -
		Certified	Qualifying	Budget for	Chargeable to	Over
Funds		Budget	Budget Credits	Comparison	Current Year	(Under)
Proprietary						
Water Utility	<del>\$</del>	331,885	0 \$	331,885	\$ 331,175	\$ (710)

### Summary Statement of Receipts, Expenditures and Unencumbered Cash REGULATORY BASIS WATER UTILITY FUND

Schedule of Cash Receipts and Expenditures - Actual and Budget For the year ended December 31, 2017

						Variance-
				D 1 .		Over
CACH DECEIPTS		Actual		Budget	_	(Under)
CASH RECEIPTS	\$	327,047	\$	240,000	\$	(12.052)
Water sales Extension line reimbursements	Ф	28,675	Ф	340,000 0	Φ	(12,953) 28,675
		51,130		10,000		41,130
Memberships		•				•
Miscellaneous income		3,038		3,150		(112)
Interest income	***************************************	9,483		2,600		6,883
Total Cash Receipts		419,373		355,750		63,623
EXPENDITURES						
Water purchased		125,360		166,000		(40,640)
Salaries and wages		41,706		40,000		1,706
Subcontractors and fees		82,857		58,500		24,357
Repairs and maintenance		26,942		15,750		11,192
Utilities and telephone		9,601		10,000		(399)
Insurance and bonds		4,113		6,000		(1,887)
Office expenses		8,023		9,500		(1,477)
Professional and other services		3,675		3,800		(125)
Payroll taxes		3,243		3,300		(57)
Dues and fees		475		535		(60)
Mileage and auto expense		238		500		(262)
Board expenses		758		1,500		(742)
Retirement contribution		8,566		8,000		566
Miscellaneous		53		0		53
Bank fees		1,654		1,500		154
Plant and equipment purchases		13,912		7,000		6,912
Adjustment for qualifying		13,512		7,000		0,712
budget credits		0				0
	-		-		_	
Total Expenditures		331,175	\$_	331,885	\$_	(709)
Receipts Over (Under) Expenditures		88,198				
Unencumbered Cash, Beginning		1,161,443				
Prior Year Cancelled Encumbrances		1,101,443				
FIOI TEAT CANCENEU ENCUMORANCES		<u>U</u> _				
Unencumbered Cash, Ending	\$	1,249,641				

### Summary Statement of Receipts, Expenditures and Unencumbered Cash Water Utility Fund

### Schedule of Receipts and Expenditures

Schedule of Cash Receipts and Expenditures - Actual and Budget For the year ended December 31, 2017

(With Comparative Totals for the Prior Year Ended December 31, 2017)

		2017		2016
CASH RECEIPTS				
Charges for services	\$	327,047	\$	325,790
Cash on sale of assets				
Interest income		9,483		9,200
Miscellaneous income		82,843		26,600
Total Cash Receipts		419,373		361,590
EXPENDITURES				
Production		317,263		263,611
Capital outlay		13,912	***************************************	13,012
Total Cash Expenditures		331,175		276,623
Receipts Over (Under) Expenditures		88,198		84,967
Unencumbered Cash, Beginning	-	1,161,443		1,076,476
Unencumbered Cash, Ending	\$	1,249,641	\$_	1,161,443

### Summary Statement of Receipts, Expenditures and Unencumbered Cash

### **Balance Sheets**

As of December 31, 2017 and 2016

### **ASSETS**

11001			
		2017	2016
Current Assets			
Cash and cash equivalents	\$	162,881	\$ 134,139
Certificates of deposit		1,086,760	1,027,304
Inventory		18,844	27,825
Water rights		698	 698
Total current assets		1,269,183	1,189,966
Property, plant, and equipment, net		80,726	 76,810
Total Assets	\$	1,349,909	\$ 1,266,776
LIABILITIES AND D	ISTRICT E	QUITY	
Current Liabilities			
Due to Patrons	\$	521	\$ 1,349
Payroll and sales taxes payable	-	1,710	 1,661
Total current liabilities		2,231	 3,010
District Equity		1,347,678	 1,263,766
Total liabilities and member's equity	\$	1,349,909	\$ 1,266,776

# **Summary Statement of Receipts, Expenditures and Unencumbered Cash**Statements of Operations

For the years ended December 31, 2017 and 2016

	2017	2016
Revenues		
Water sales \$	327,047	\$ 325,790
Extension line reimbursements	28,675	2,500
	355,722	328,290
Expenses		
Water purchased	133,561	140,358
Salaries and wages	41,706	40,773
Subcontractors and fees	82,857	49,127
Repairs and maintenance	26,942	3,627
Utilities and telephone	9,601	8,714
Insurance and bonds	4,113	5,169
Office expenses	8,023	9,881
Professional and other services	3,675	3,475
Payroll taxes	3,243	3,119
Dues and fees	475	456
Depreciation	9,996	9,984
Mileage and auto expense	238	472
Board expenses	758	1,719
Retirement contribution	8,566	8,316
Miscellaneous	53	-
Bank fees	1,654	1,831
	335,461	287,021
Net income from operations	20,261	41,269
Other Income (Expense)		
Miscellaneous income	3,038	600
Interest income	9,483	9,200
Other Income/Expense, Net	12,521	9,800
Net Income \$	32,782	\$ 51,069

### Summary Statement of Receipts, Expenditures and Unencumbered Cash

Statements of Changes in District Equity
For the years ended December 31, 2017 and 2016

	 2017	_	2016
District Equity - Beginning of year	\$ 1,263,766	\$	1,189,197
Memberships Net Income	51,130 32,782		23,500 51,069
District Equity - End of year	\$ 1,347,678	\$	1,263,766

### Summary Statement of Receipts, Expenditures and Unencumbered Cash

Statements of Cash Flows

For the years ended December 31, 2017 and 2016

		2017		2016
Cash Flows from Operating Activities			-	
Net Income	\$	32,782	\$	51,069
Adjustments to Reconcile Net Income to Net Cash				
Provided by (Used in) Operating Activities				
Depreciation and amortization		9,996		9,984
(Increase) decrease in Inventory		8,981		12,804
Increase (decrease) in Due to Patrons		(828)		587
Increase (decrease) in taxes payable		50	-	35
Net Cash Provided By Operating Activities	**************************************	50,981		74,479
Cash Flows from Investing Activities				
Proceeds from sale of benefit units		51,130		23,500
Proceeds from certificates of deposit		(59,457)		(9,190)
Purchase of assets		(13,912)	***************************************	(13,012)
Net Cash Provided By Investing Activities		(22,239)		1,298
Net Increase (Decrease) In Cash		28,742		75,777
Cash - Beginning of Period		134,139		58,362
Cash - End of Period	\$	162,881	\$	134,139

### Summary Statement of Receipts, Expenditures and Unencumbered Cash

Summary of Insurance Coverage

Schedule of Cash Receipts and Expenditures - Actual and Budget

Property Covered	Coverage	Expires
Commercial property:	90% Coinsurance	12/7/2018
Building	118,280	
Property in the open	455,707	
Underground pumps	212,242	
Personal property in office	31,836	
Commercial General Liability:		12/7/2018
Aggregate Limit -		
products/completed operations	2,000,000	
Personal and advertising injury	1,000,000	
Damage to premises rented	100,000	
Medical expense (per person)	5,000	
Inland marine		12/7/2018
Miscellaneous inventory	93,615	
Commercial Auto:		12/7/2018
Liability insurance (per loss)	1,000,000	
Workmen's compensation:		12/7/2018
Bodily injury by accident	500,000	
Bodily injury by disease (per employee)	500,000	
Bodily injury by disease (policy limit)	500,000	
Public Employee Dishonesty:		12/7/2018
Per loss	100,000	
Directors' and Officers' Liability:	1,000,000	12/7/2018

### Summary Statement of Receipts, Expenditures and Unencumbered Cash

Board Members and Officers For the Year Ended December 31, 2017

Chairman: Tom Sloan

772 Highway 40

Lawrence, KS 66049

Vice-Chairman: Jerry Younger

1469 E 660 Road Lawrence, KS 66049

Secretary/Treasurer: Jason Anderson

884 N 1663 Road Lawrence, KS 66049

Board Member: Bob Riley

695 N 1610 Road Lawrence, KS 66049

Board Member: Curtis Morgan

754 N 1750 Road Lawrence, KS 66049